

# T H E   T O W N   O F



S6911 State Highway 113 - P.O. Box 115  
Merrimac, WI 53561

## **NOTICE OF PUBLIC HEARING TOWN OF MERRIMAC**

**NOTICE IS HEREBY GIVEN** that a Public Hearing will be conducted by the Planning and Zoning Commission of the Town of Merrimac on Wednesday, June 17, 2015, beginning at 7:00 p.m. at the Merrimac Town Hall, S6911 State Highway 113, to consider proposed Town Ordinance 2015-17 amending the Town of Merrimac Zoning Ordinance by creating Section 2.31 "Mobile Siting Permits". The purpose of the amendment is to clarify that Wis. Stat. 66.0404 are hereby incorporated into the Town's Zoning Ordinance and to establish tower siting permit fees.

Interested parties may contact the Town Administrator at (608) 493-2588 or by email to [tnadmin@merr.com](mailto:tnadmin@merr.com). A full copy of the proposed changes are posted at the Town Hall, Charlie's Lakeside Hardware (Mobil), and Palmer Manufacturing, as well as on the town's website at <http://www.tn.merrimac.wi.gov>.

During the Public Hearing, the public is invited to speak regarding the amendment. Written comments can be submitted to the Town Clerk prior to the meeting and shall become part of the record. The Public Hearing shall be closed when all interested parties in attendance have had a chance to offer comment.

Upon the close of the Public Hearing, a meeting of the Planning & Zoning Commission of the Town of Merrimac shall be called to order and the amendment shall be discussed and considered per the agenda.

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By Order of the Town Board of the Town of Merrimac  
Tim McCumber, Town Administrator & Clerk - Treasurer

CLASS II Notice

HEARING NOTICE POSTED: May 28, 2015  
HEARING NOTICE PUBLISHED: June 3 & 10, 2015

# **TOWN OF MERRIMAC ORDINANCE 2015-17**

## **Mobile tower siting permits**

Chapter 2 of the Town of Merrimac Zoning ordinance entitled “General Provisions”, Section 2.31 entitled “Mobile Tower Siting Permits” is hereby created as follows:

### **2.31 Mobile Tower Siting Permits.**

- 1) The purpose of this ordinance is to regulate by zoning permit (1) the siting and construction of any new mobile service support structure and facilities; (2) with regard to a class 1 collocation, the substantial modification of an existing support structure and mobile service facilities; and (3) with regard to a class 2 collocation, collocation on an existing support structure which does not require the substantial modification of an existing support structure and mobile service facilities. The town board has the specific authority under ss. 60.61 and 66.0404, Wis. Stats., to adopt and enforce this ordinance.
- 2) This ordinance, adopted by a majority of the town board on a roll call vote with a quorum present and voting and proper notice having been given, provides for the regulation by zoning permit (1) the siting and construction of any new mobile service support structure and facilities; (2) with regard to a class 1 collocation, the substantial modification of an existing support structure and mobile service facilities; and (3) with regard to a class 2 collocation, collocation on an existing support structure which does not require the substantial modification of an existing support structure and mobile service facilities.
- 3) Definitions: All definitions contained in s. 66.0404(1) are hereby incorporated by reference.
- 4) SITING AND CONSTRUCTION OF ANY NEW MOBILE SERVICE SUPPORT STRUCTURE AND FACILITIES:
  - a. Application Process
    - i. A town zoning permit is required for the siting and construction of any new mobile service support structure and facilities. The siting and construction of any new mobile service support structure and facilities is a conditional use in the town obtainable with this permit.
    - ii. A written permit application must be completed by any applicant and submitted to the town. The application must contain the following information:
      1. The name and business address of, and the contact individual for, the applicant.
      2. The location of the proposed or affected support structure.
      3. The location of the proposed mobile service facility.
      4. If the application is to substantially modify an existing support structure, a construction plan which describes the proposed modifications to the support structure and the equipment and network components, including antennas, transmitters, receivers, base stations, power supplies, cabling, and related equipment associated with the proposed modifications.
      5. If the application is to construct a new mobile service support structure, a construction plan which describes the proposed mobile service support structure and the equipment and network components, including antennas, transmitters, receivers, base stations, power supplies, cabling, and related equipment to be placed on or around the new mobile service support structure.
      6. If an application is to construct a new mobile service support structure, an explanation as to why the applicant chose the proposed location and why the applicant did not choose collocation, including a sworn statement from an individual who has responsibility over the placement of the mobile service support structure attesting that collocation within the applicant’s search ring would not result in the same mobile service

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- functionality, coverage, and capacity; is technically infeasible; or is economically burdensome to the mobile service provider.
- iii. A permit application will be provided by the town upon request to any applicant.
  - iv. If an applicant submits to the town an application for a permit to engage in an activity described in this ordinance, which contains all of the information required under this ordinance, the town shall consider the application complete. If the town does not believe that the application is complete, the town shall notify the applicant in writing, within 10 days of receiving the application, that the application is not complete. The written notification shall specify in detail the required information that was incomplete. An applicant may resubmit an application as often as necessary until it is complete.
  - v. Within 90 days of its receipt of a complete application, the town shall complete all of the following or the applicant may consider the application approved, except that the applicant and the town may agree in writing to an extension of the 90 day period:
    - 1. Review the application to determine whether it complies with all applicable aspects of the political subdivision's building code and, subject to the limitations in this section, zoning ordinances.
    - 2. Make a final decision whether to approve or disapprove the application.
    - 3. Notify the applicant, in writing, of its final decision.
    - 4. If the decision is to disapprove the application, include with the written notification substantial evidence which supports the decision.
  - vi. The town may disapprove an application if an applicant refuses to evaluate the feasibility of collocation within the applicant's search ring and provide the sworn statement described under Section 2.31, Part 4, Paragraph ii; 6.
- 5) The fall zone for all mobile towers shall not encroach any town setback as established in Sections 2.18 and 2.19 of this ordinance. If an applicant provides the town with an engineering certification showing that a mobile service support structure, or an existing structure, is designed to collapse within a smaller area than the set back or fall zone area required in the zoning ordinance, that zoning ordinance does not apply to such a structure unless the town provides the applicant with substantial evidence that the engineering certification is flawed.
- 6) The fee for the permit is \$3,000.00.
- 7) SECTION VIII – CLASS 1 COLLOCATION
- a. Application Process
    - i. A town zoning permit is required for a class 1 collocation. A class 1 collocation is a conditional use in the town obtainable with this permit.
    - ii. A written permit application must be completed by any applicant and submitted to the town. The application must contain the following information:
      - 1. The name and business address of, and the contact individual for, the applicant.
      - 2. The location of the proposed or affected support structure.
      - 3. The location of the proposed mobile service facility.
      - 4. If the application is to substantially modify an existing support structure, a construction plan which describes the proposed modifications to the support structure and the equipment and network components, including antennas, transmitters, receivers, base stations, power supplies, cabling, and related equipment associated with the proposed modifications.
      - 5. If the application is to construct a new mobile service support structure, a construction plan which describes the proposed mobile service support structure and the equipment and network components, including

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antennas, transmitters, receivers, base stations, power supplies, cabling, and related equipment to be placed on or around the new mobile service support structure.

6. If an application is to construct a new mobile service support structure, an explanation as to why the applicant chose the proposed location and why the applicant did not choose collocation, including a sworn statement from an individual who has responsibility over the placement of the mobile service support structure attesting that collocation within the applicant's search ring would not result in the same mobile service functionality, coverage, and capacity; is technically infeasible; or is economically burdensome to the mobile service provider.
  - iii. A permit application will be provided by the town upon request to any applicant.
  - iv. If an applicant submits to the town an application for a permit to engage in an activity described in this ordinance, which contains all of the information required under this ordinance, the town shall consider the application complete. If the town does not believe that the application is complete, the town shall notify the applicant in writing, within 10 days of receiving the application, that the application is not complete. The written notification shall specify in detail the required information that was incomplete. An applicant may resubmit an application as often as necessary until it is complete.
  - v. Within 90 days of its receipt of a complete application, the town shall complete all of the following or the applicant may consider the application approved, except that the applicant and the town may agree in writing to an extension of the 90 day period:
    1. Review the application to determine whether it complies with all applicable aspects of the political subdivision's building code and, subject to the limitations in this section, zoning ordinances.
    2. Make a final decision whether to approve or disapprove the application.
    3. Notify the applicant, in writing, of its final decision.
    4. If the decision is to disapprove the application, include with the written notification substantial evidence which supports the decision.
  - vi. The town may disapprove an application if an applicant refuses to evaluate the feasibility of collocation within the applicant's search ring and provide the sworn statement described under Section 2.31, Part 7, Paragraph ii; 6.
  - b. If an applicant provides the town with an engineering certification showing that a mobile service support structure, or an existing structure, is designed to collapse within a smaller area than the set back or fall zone area required in the zoning ordinance, that zoning ordinance does not apply to such a structure unless the town provides the applicant with substantial evidence that the engineering certification is flawed.
  - c. The fee for the permit is \$3,000.00
- 8) CLASS 2 COLLOCATION
- a. Application Process:
    - i. A town zoning permit is required for a class 2 collocation. A class 2 collocation is a permitted use in the town but still requires the issuance of the town permit.
    - ii. A written permit application must be completed by any applicant and submitted to the town. The application must contain the following information:
      1. The name and business address of, and the contact individual for, the applicant.
      2. The location of the proposed or affected support structure.
      3. The location of the proposed mobile service facility.

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4. A permit application will be provided by the town upon request to any applicant.
- b. A class 2 collocation is subject to the same requirements for the issuance of a building permit to which any other type of commercial development or land use development is subject per this ordinance.
- c. If an applicant submits to the town an application for a permit to engage in an activity described in this ordinance, which contains all of the information required under this ordinance, the town shall consider the application complete. If any of the required information is not in the application, the town shall notify the applicant in writing, within 5 days of receiving the application, that the application is not complete. The written notification shall specify in detail the required information that was incomplete. An applicant may resubmit an application as often as necessary until it is complete.
- d. Within 45 days of its receipt of a complete application, the town shall complete all of the following or the applicant may consider the application approved, except that the applicant and the town may agree in writing to an extension of the 45 day period:
  - i. Make a final decision whether to approve or disapprove the application.
  - ii. Notify the applicant, in writing, of its final decision.
  - iii. If the application is approved, issue the applicant the relevant permit.
  - iv. If the decision is to disapprove the application, include with the written notification substantial evidence which supports the decision.
- e. The fee for the permit is \$500.00

This ordinance is effective on the day following publication per s. 60.80, or upon approval of the Sauk County Board, whichever date is latter. The town clerk shall properly publish this ordinance as required per s. 60.80.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Steve Peetz, Town Chair

\_\_\_\_\_  
Charlie Hall, Supervisor

\_\_\_\_\_  
John Gaedke, Supervisor

Attest: \_\_\_\_\_  
Tim McCumber, Town Administrator & Clerk - Treasurer

Adopted by the Town Board -  
Approved by Sauk County Board of Supervisors -